

1 MAY 1996
Health Services



AIR FORCE MEDICAL LOGISTICS LETTER (AFMLL)

NOTICE: This publication is available digitally. Contact your Publishing Distribution Office (PDO) for the monthly CD-ROM or access to the bulletin board system. The target date for discontinuing paper publications is December, 1996.

This instruction implements AFD 41-2, *Medical Support*. It provides guidance for establishing the AFMLL and outlines administrative policy and procedures that relate to its distribution. It applies to all Air Force medical activities, including the Air National Guard and Air Force Reserve activities. Send comments and suggested improvements on AF Form 847, **Recommendation for Change of Publication**, through channels, to HQ AFMSA/SGSL, 2504 Gillingham Drive, Suite 25, Brooks AFB, TX 78235-5138.

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Section A—AFMLL

1. Purpose.

- 1.1. The AFMLL is a specialized publication issued not less than monthly, to provide timely medical logistics support information to Air Force medical activities worldwide.
- 1.2. The publication contains information and instructions that the staff of the medical service requires in order to make more effective and economic use of Air Force medical logistics.
- 1.3. The information contained in each AFMLL remains in effect for 24 months from the date of publication, unless sooner rescinded or superseded.

Section B—Publication

2. Publication Authority.

- 2.1. AFMLL publications implement responsibilities assigned to the Air Force Medical Logistics Office (AFMLO) Ft Detrick MD 21702-5006, a field extension of the Surgeon General, USAF.

OPR: HQ AFMSA/SGSL (Col Timothy M. Morgan)

Certified by: HQ AFMSA/CC (Col R. W. Rushmore)
Pages: 3/Distribution: F

2.2. AFMLO is authorized to develop, publish, and issue AFMLLs.

2.3. AFMLO will:

- Establish the format of the publication.
- Setup and maintain procedures for identifying and numbering each issue. Each issue must be numbered in sequence, within each calendar year.
- Review, approve, publish and distribute AFMLLs.
- Maintain backup stock and review requirements for additional copies.
- Publish a subject matter index annually covering issues of the previous 24 months.
- Maintain record sets of AFMLLs as prescribed by AFI 37-160, Volume 1 and AFI 37-138.

Section C—Contents

3. Nature of Contents.

- Technical instructions and data.
- Announcements concerning the pricing, acquisition, suspension, replacement, deletion, transfer, safe handling, maintenance, and destruction of medical supplies and equipment.
- The USAF Medical Logistics Directory.
- Medical logistics items of interest.

4. Submitting Information for Publication.

4.1. All medical logistics personnel are encouraged to submit any items of interest that impact medical logistics operations or support.

4.2. Submit AFMLL articles by either mail, electronic mail, or fax. Contact the AFMLO Administrative Support Branch at (301) 619-2005 for current electronic mail address or fax number. When mailing articles, send to:

AFMLO/FOA

1423 Sultan Street

Ft. Detrick, MD 21702-5006

Section D—Distribution

5. Distribution.

5.1. AFMLO will distribute the minimum number of copies necessary to meet the purpose of each activity.

5.2. Portions of the AFMLL may be locally reproduced.

5.3. AFMLO will validate distribution requirements biennially.

5.4. Medical activities will submit initial requirements or changes to their requirements in writing, directly to AFMLO.

EDGAR R. ANDERSON, JR., Lt General, USAF
Surgeon General

GLOSSARY OF REFERENCES, ABBREVIATIONS, AND ACRONYMS

References

AFPD 41-2, *Medical Support*

AFI 37-138, *Records Disposition -- Procedures and Responsibilities*

AFI 37-160, Volume 1, *The Air Force Publications and Forms Management Programs-- Developing and Processing Publications*

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFMLL—Air Force Medical Logistics Letter

AFMLO—Air Force Medical Logistics Office

AFMSA—Air Force Medical Support Agency